

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: corry.slama@azdema.gov or brenda.black@azdema.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: Arizona Division of Emergency Management	
Vendor: ToucanEd	Estimated Cost: \$20,750
Section 2	
<p>Brief description of materials or services: Pandemic Preparedness Awareness Course training program. This two-day course is a thorough and informative awareness-level training on pandemic influenza, delivered in three modules: History of Pandemic, Planning Assumptions, Case Studies. The additional T/T module will allow participants to deliver the awareness-level program to their agencies. Participants will each receive, in addition to the Participant Guide, an Instructor Manual, which comes in a tabbed binder and includes a CD.</p> <p>This course will be offered to emergency response agencies where "pandemic planning" is part of their emergency response plan, or for those who need more information on including pandemic planning in their plans.</p> <p>The course will be delivered in the Phoenix area in 2009, exact dates and locations to be determined. Price includes tuition for up to 50 students.</p>	
Section 3	
<p>Briefly describe why this procurement is Sole Source and why there is only a single source available: This request is being made as a sole-source because this program, "Pandemic Preparedness Awareness Course" (FEMA course # CA-035-PREV), is the only one of its kind listed in the approved FEMA State Sponsored Course Catalog of training courses for discretionary use of Homeland Security Grant Program (HSGP)/Urban Area Security Initiative (UASI) funding, which will be the method of financing for this program. The FEMA series of catalogs lists only one unique program of each type, and these programs are vetted through a third-party for compliance with FEMA grant guidelines and curriculum design. 2008 HSGP guidance allows states to utilize their grant funding to support programs provided by FEMA and their federal training partners.</p>	
Duration of this Sole Source procurement: 12 months from date of request	
Briefly describe the efforts made to seek other sources: There are no other vendors currently contracted with FEMA to provide this level of training.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Gina Myers	
Phone Number: 602-267-2576	Email Address: gina.myers@azdema.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted: 5/8/09	Date Closed: 5/14/09

